

Virginia Wireless E-911 Services Board

Project Management Monthly Activity Report

Vendor: _____
 Region/Locality: _____
 Period: _____

Activity Report					
Task	Locality	% Complete	Total Hours	Hours this period	Comments
Active Tasks					
TESTING				34	
Coordinated and monitored testing at Colonial Hts with 3 WSP's, 1 at New Kent, retested at Ptrsbrg.	Colonial Hts, New Kent, Ptrsbrg		34		
WSP/LEC				33.5	
Attended bi-weekly conference calls with all WSP's to track deployment	Region		10		
Worked with LEC's and PSAP's with Motorola CPE to determine if trunks would need to be upgraded to accept CAS/NCAS, coordinated updates with maintenance providers.	Ptrsbrg, Col. Hts, Prince Geo.		23.5		
REPORTING				15.5	
Researched and prepared State reports	Region		8.5		
Reported status of deployments to individual PSAP's	Region		7		
COST RECOVERY				4	
Prepared and submitted supplemental funding request for Charles City Co for their new logging recorder system			4		
TRAINING				7	
Provided informal training at Col. Hts while monitoring testing.			7		
GIS/PLANNING FOR MAPPING				55	
Attended a meeting with New Kent Co and their County planning division to determine what their current GIS capabilities were in the County. At this meeting, NK requested on behalf of the region that LRK set up a mapping demo day for all members of the region to attend.	NK		7		

Researched mapping needs of 3-Cities, determined what mapping vendors would be best suited to demo to the group.	Region		10	
Contacted 5 different mapping vendors to determine their interest in presenting to the region	Region		10	
Coordinated with New Kent the actual demo day, sent invitations to all 3-Cities PSAP's, also sent invites to neighboring LRK regions	Region		8	
Held mapping day, coordinated presentations, hosted event at New Kent County Courthouse (event was attended by 4 PSAP's from 3-Cities, 2 from Cent. VA, and City of Va Beach)	Region		12	
Re-verified call routing for New Kent Co - Nextel	New Kent		4	
Handled contact with T-Mobile about rechecking routing for calls, determined that sheets would have to be redone, T-Mobile did not have sheets due to change in company ownership	New Kent		4	
			149	149

Completed Tasks

Phase I calls now being accepted at all PSAP's in region.					
			0	0	

Issues of Importance

Issue	Actions Proposed to Resolve Issue	Comments
Hopewell working out issues with Alltel		Should be complete by end of 2-03
New Kent working out issues with T-Mobile		Should be complete by end of 3-03
Col Hts		